

SITE DEVELOPMENT & DESIGN OVERLAY ZONE

Preliminary Special Permit Application

Applicants are encouraged to consult the Zoning Ordinance for the complete set of regulations.

Special Permit Category

City Council

C-1402.1.a. New construction, demolition or rehabilitation (or combination) over 1,000 s.f. _____

C-1402.1.b. Conversion of a residential structure to commercial use. _____

C-1402.1.c. Automotive-related use. _____

Planning Board

C-1402.2.a. Accessory and/or non-accessory signs. _____

C-1402.2.b. Signs pertaining to gasoline filling stations and shopping centers. _____

C-1402.2.c. Changes, beyond maintenance, to the exterior facade or side wall. _____

Location of the Property: _____

Assessor's Street/Parcel Number: _____

Owner

Name: _____

Street: _____

City/State/Zip: _____

Phone: _____

Petitioner

Name: _____

Street: _____

City/State/Zip: _____

Phone: _____

Complete this form and return it to the Planning Department with the following:

City Council Special Permit:

**Six (6) copies: Site Plan, Base Plan, Elevations and Sign Plan
Application fee: \$100 - made payable to the City of Springfield.**

Planning Board Special Permit:

**Four (4) copies: Elevations and Sign Plan
Application fee: \$25 - made payable to the City of Springfield.**

****Applicant will be billed for the advertising and mailing fees associated with this petition.****

SITE DEVELOPMENT & DESIGN OVERLAY ZONE

The Site Development and Design Overlay Zone is intended to provide a review procedure for new development or alterations to areas of the city with unique architectural, design or landscape feature for the purposes of preserving and promoting proper and consistent land use development within these areas.

Please describe the proposed project.

Please explain how the proposal is compatible with Design Guidelines for the overlay zone area.

Please explain how the proposal will contribute to the overall economic development of the overlay zone area.

For Internal Use:

Date Recieved: _____

Recieved by: _____

Site Plan: _____ Base: _____ Elevations: _____ Landscape: _____ Sign: _____